

COUNCIL WORK SESSION
Tuesday, August 8, 2017 at 4:45 p.m.
Casper City Hall
Council Meeting Room

AGENDA

1. Tour of CentrePointe Apartments; Hosted by Casper Housing Authority
2. Downtown Sidewalk Café Protocol (Carter Napier)
3. Parkway Parking Ordinance (Liz Becher)
4. Bar & Grill License Award Process (Tracey Belser, Pete Meyers)
5. Geosmart Presentation (Denyse Wyskup) & Eclipse Update(Chief Schulz, Chief King)
6. City Manager Report
7. Future Agenda Review
8. Council Around the Table

Mayor Humphrey called the meeting to order at 4:43 p.m. with the following Councilmembers present: Councilmember Morgan, Johnson, Laird, Huckabay, Powell, Hopkins, and Mayor Humphrey. Councilmembers Pacheco and Walsh were absent.

City Manager Napier began the discussion on the downtown sidewalk café protocol. Councilmember Huckabay recused herself from the discussion due to a conflict of interest. City Manager Napier gave a brief summary of the sidewalk café issue and stated that Council had previously given staff direction to look into this issue, and staff has an option for Council to consider. The option consists of granting downtown businesses permits to utilize sidewalk space for sidewalk café use during April through October. The business would be required to put up a temporary barrier between the sidewalk and café space and to disassemble the barrier so that the entire space can be used as a public sidewalk during the winter months. City staff would need to approve the space and the barrier before a permit is extended. There would still need to be enough sidewalk space around the barrier to abide by code, and if any public parking spaces were compromised, they would need to be supplemented somewhere else. For instance, the Wonder Bar is proposing leasing five parking spaces in the parking garage to make up for the five spaces their proposed sidewalk café would compromise. This option also satisfies the liquor laws and would allow for alcohol to be served in the temporary sidewalk café area. In order for this option to be enacted, staff would ask that a zoning classification be adopted for the downtown area allowing for this type of use. This would be an ordinance change that would require a public hearing which would allow for public comment on the issue.

Council asked questions about the technical details of this option. City Manager Napier stated that the bump out would be sufficient to accommodate the sidewalk space that is lost by the cafés and vehicle passage would be maintained. Council discussed how other municipalities have

implemented similar sidewalk café protocols, such as Denver, Colorado and Billings, Montana. Council then discussed potential issues with approving this option including ownership issues and lack of street parking if every downtown restaurant were to request this permit. Council also discussed issues that downtown businesses that are not restaurants may have with this, since they could potentially lose customer parking spaces but would not benefit from the sidewalk café option. Cole Cercey, Wonder Bar owner, briefly discussed the benefits of allowing these downtown sidewalk cafés. He also stated that the Wonder Bar obtained letters of support that Council requested from neighboring businesses for their proposed sidewalk café.

Council discussed waiting until after the downtown parking study has concluded to make a decision on a sidewalk café protocol. Council did a thumbs up vote and Mayor Humphrey said there was not enough Councilmembers supporting the option to move it forward. Councilmember Laird asked how many Councilmembers needed to support it in order to move it forward, and Mayor Humphrey stated there needed to be five members supporting it. City Attorney Luben stated that Council's practice has been to require a majority's support to move items forward. Mayor Humphrey stated that the issue will be revisited at a future work session when all Councilmembers are present.

Next, City Manager discussed the parkway parking ordinance. He gave a brief overview of the issue and stated that staff is asking for clear direction from Council on how to proceed with enforcement. He introduced Liz Becher, Community Development Director, to elaborate on the issue. Ms. Becher stated that staff had proposed amendments to the Planning and Zoning Commission based on Council's previous discussions, which included operable vehicle requirements, surfacing requirements and permitting fees. The Planning and Zoning Commission unanimously opposed the amendments, and felt that parkway parking is not conducive to the City's Comprehensive Plan. Ms. Becher also stated that many recreational vehicles are being improperly stored on the parkways, and should instead be parked on sites that are zoned for storage.

Council discussed how best to address the parking issues on 12th, 13th, and 15th Streets. Ms. Becher stated that staff has been researching options to help address the lack of parking for these residents. Aaron Kloke, a City Planner, discussed a couple of options that may resolve some of these issues. The first option would consist of restriping the streets; the travel lanes would be maintained and the parking would be moved to one side of the street which would allow enough space for useable street parking. The second option would be to make the street a two way street instead of a one way, which would slow down traffic allowing for people to more safely park on the street. Staff discussed that making these streets two-ways may create problems with traffic and may be a safety hazard.

Council asked that this parkway parking issue and the restriping option be included in the scope of the downtown parking study. Councilmember Morgan also asked that an option for widening these streets be included in the scope of the study. Council directed staff to continue enforcing parkway parking and to steer residents towards the permitting process.

Next, City Manager Napier explained that a change in Wyoming State statute has allowed Casper to award six additional Bar & Grill Liquor Licenses. He stated that staff has a recommendation for Council for a process to disperse those licenses. He then introduced Carla Mills, Licensing Specialist, to discuss the recommended award process. Ms. Mills outlined the recommended process, which is based on a previous liquor license award process. It would consist of a formal RFP (request for proposals) and staff's review of the proposals for completeness. Council would then receive the proposals and decide who they would like to see presentations from. The selected businesses would then give thirty minute presentations outlining their proposal and Council would do a blind vote to select the business or businesses who would receive a Bar & Grill Liquor License(s). The business or businesses would then formally turn in an application and renewal application for the license(s).

Councilmember Morgan requested that a business completion date be required in the RFP. He asked if a the license can be retracted if the business does not meet the completion date guideline and City Attorney Luben responded that he will look into this and get an answer back to Council. Council discussed how many of the six licenses they would like to award, and decided to not set a limit to this and to make a decision based on the proposals submitted. Council also decided not to put a location restriction on the licenses. City Attorney Luben reviewed the standards for issuing bar and grill licenses as outlined in the current ordinance. The standards included issuing licenses to businesses located in areas in need of new development, businesses that will create new jobs, and applicants invested in the building. He added that these standards are not mandatory. Council asked that these standards be included in the RFP and asked that each applicant answer how their proposed business will meet these standards. Council discussed blind voting on the presentations and decided it was the best method available to award the license(s).

Next, City Manager Napier introduced Interim Police Chief Schulz and Fire Chief Kenny King to update Council on eclipse preparations. Interim Chief Schulz reviewed the Police Department's regular and special patrols; staffing; and redirecting information request calls to officers in training. Chief King stated that each fire house will be double staffed and has double the equipment to handle a higher capacity of calls. There will also be three inspectors on duty in order to accommodate event monitoring and inspections of mobile food vendors. He then reviewed issues that may arise involving food trucks and pop-up mobile food vendors, and stated that staff will be available to perform inspections and issue permits on the spot. If problems arise, vendors that do not have proper permitting may be asked to leave in order to avoid putting people at risk.

Interim Chief Schulz then reviewed the primary and secondary communication plans including radio, 911/non-emergent lines, and cellular services. He stated that EMS services will not be affected and will have priority cellular service. He then reviewed the parking restrictions and road closures during the days of the eclipse festival, and stated that Conwell Street, between 2nd and 3rd Street, has been added to the road closure list in order to provide unrestricted ambulance travel to and from the hospital. He reviewed the administrative briefings and reports that will take place during the eclipse festival days, including a City Manager daily report and County-wide emergency management daily briefings. There is also ongoing coordination with law-

enforcement partners and a joint information center standup in the event of an emergency or crisis that will be run out of the Department of Corrections. Andrew Beamer, Public Services Director, explained that utilities will not be a concern during the eclipse festival days and the Water Treatment Plant and Waste Water Treatment Plant are equipped to handle the potential influx of people to the City.

Councilmember Huckabay gave an update on the medical service preparations for the festival, including the medical matrix of first-aid stations, triage teams, and mental health teams. She also updated Council on how the airport is handling the increased amount of airplanes flying in for the events and explained that all medical flights are relegated to a specific gate so there is no interference with medical services.

City Manager Napier then introduced Denyse Wyskup, GIS Administrator, to update Council on the GeoSMART Application for the eclipse. She showed the solar eclipse tab that has been added to the application and is available to the public. This layer will provide information related to parking, bus routes, accommodations, first aid stations and events. It will also provide live data to medical staff about patient volumes at different medical facilities which will help in guiding individuals to facilities that have the lowest wait times. She stated that the application is mobile-friendly and compatible with cell phones.

City Manager Napier did not have a City Manager's Report for Council.

Council elected not to review the agenda for the Regular Council Meeting scheduled on August 15, 2017. City Manager Napier proposed bumping the discussion with the Municipal Court judges to a later date, so that informal preparation for discussions on pertinent issues can occur.

Next, Council went around the table to discuss their respective board and committee meetings and share ideas and concerns related to public matters of interest.

Councilmember Hopkins stated that there is a group of people who are interested in lighting at Hogadon. They are interested in proposing their idea to Council but he has suggested that they hold off until after the lodge has been in place for one year. Council agreed and asked that staff and/or Councilmember Hopkins contact the group.

Councilmember Morgan discussed issues related to over serving of alcohol that were brought up during the sexual assault panel. He discussed ideas that could help with alcohol-related incidents, such as DUI's, such as patrols providing breathalyzer tests in bars. Chief Schulz stated that the Police Department has tried this before with little success. Councilmember Huckabay discussed that she found comments relating alcohol use with sexual assault offensive. Councilmember Morgan explained that he was not implying this, and that his concerns were related to overconsumption and over-serving of alcohol.

Councilmember Morgan asked for an outline of the bid process for construction bids, and City Manager Napier said that staff will get Council that information. Councilmember Morgan then discussed concerns he has heard regarding communication between City staff and construction crews. City Manager Napier stated that staff will look into this. Councilmember Morgan discussed a reduced-rate Hogadon fee schedule for non-profits wanting to rent the facility for

events. City Manager Napier stated that staff will look into that type of option and how it is handled at other facilities.

Mayor Humphrey reviewed upcoming events that Councilmembers will be attending.

The work session was adjourned at 7:05 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Kenyne Humphrey
Mayor